

**CALFRESH REQUEST FOR POLICY INTERPRETATION****PI# 18-45**

**INSTRUCTIONS:** Complete items 1 - 10 on the form. Use a separate form for each policy interpretation request. If additional space is needed, please use the second page. Retain a copy for your records and submit via email to CalFresh-PI@dss.ca.gov.

**Please note:** the policy interpretation provided is based on the unique set of facts presented and should not be assumed to apply in all scenarios.

1. RESPONSE NEEDED DUE TO: <input checked="" type="checkbox"/> Policy/Regulation Interpretation <input type="checkbox"/> QC <input type="checkbox"/> Other:		5. DATE OF REQUEST: 04/12/2018	NEED RESPONSE BY:
2. REQUESTOR NAME:		6. COUNTY/ORGANIZATION: Yolo County HHSA	
3. PHONE NO.:      EMAIL:		7. SUBJECT: CalFresh Affidavit Clarifications	
4. REGULATION CITE(S): ACL 12-25, MPP 40-115.22, MPP 63-300.5		8. REFERENCES: <i>(Include ACL/ACIN, court cases, etc. in references)</i> <b>NOTE: All requests must have a regulation cite(s) and/or a reference(s).</b> ACL 12-25, MPP 40-115.22, MPP 63-300.5	

## 9. QUESTION: (INCLUDE SCENARIO IF NEEDED FOR CLARITY):

Since customers are allowed to provide affidavits in lieu of verifications for items such as non-exempt income and residency. If the customer submits their statement on a blank piece of paper and signs it rather than a designated affidavit such as a General Declaration, is the statement acceptable?

Additionally, if the customer submits their statement via email, is this considered acceptable?

In both scenarios, what all is needed in order to make the statement acceptable.

## 10. REQUESTOR'S PROPOSED ANSWER:

If a customer submits a piece of paper, with their statement, and signs it, regardless if it is on a designated form, it is acceptable as a signed sworn statement.

If a customer sends an email, there is no way to verify the sender, and it is not signed, therefore and email would not constitute an acceptable verification.

## 11. STATE POLICY RESPONSE (CFPB USE ONLY):

CDSS concurs with the response that, "If a customer submits a piece of paper, with their statement, and signs it, regardless if it is on a designated form, it is acceptable as a signed sworn statement."

- MPP 63-300.5(e)(1) for non-exempt income, "Best available information may include an applicant's affidavit."

- MPP 63-300.5(e)(5) for residency, "Any documents or collateral contact which reasonably establish the applicants residency must be accepted and no requirement for a specific type of verification may be imposed."

CDSS concurs with the response that, "If a customer sends an email, there is no way to verify the sender, and it is not signed, therefore and email would not constitute an acceptable verification."

**FOR CDSS USE**

DATE RECEIVED:

4/16/18

DATE RESPONDED TO COUNTY/ALJ:

SV 4/24/18